CONTACT INFO

Hopkins Center Staff

- **Senior Production Manager:** Keely Ayres (603) 646-0971
- **Production Manager:** Todd Campbell (603) 646-3224
- **Production Manager:** Mark Hanneman (603) 646-9368
- **Production Office:** (603) 646-1661
- **Programming Office:** (603) 646-3453
- **Events Office:** (603) 646-0972

Addresses

*Mail / FedEx / UPS Shipping Address*
8 East Wheelock St
Lower Level Wilson Hall #6041
Hanover NH 03755

*Physical Street Address (Hopkins Center for the Arts Public Entrance)*
4 East Wheelock St
Hanover NH 03755

Directions to the Spaulding Loading Dock

The dock area is easily identifiable by the five large colored panels attached to the side of the building.

*From Interstate 89:*
Take exit 18 and follow route 120 north for about 6 miles into Hanover. At the traffic light adjacent to the Mobil Station, bear left onto Lebanon St. Go about 1/2 mile, the Spaulding Auditorium loading dock is on your right immediately after the Black Family Visual Arts Center, across from “Rosey Jekes” clothing store.

*From Interstate 91:*
Take exit 13 and follow signs to Hanover and Dartmouth College. Take a right at the second light onto Main St. At the next light take a left onto Lebanon St. Spaulding Auditorium will be on your left and the loading dock is just past the edge of the building directly across from “Rosey Jekes” clothing store.

Best address to use find the backstage entrance/loading dock on [Google Maps](https://www.google.com/maps) is:
12 Lebanon St
Hanover NH 03755
**General Information**

Reference pictures can be viewed here.

**Seating Capacity:**
(900) All one level, no balcony. Seats are non-movable.

**Dressing Rooms:**
2 Dressing Rooms available
One on each side of stage at stage level, access directly to stage and backstage crossover
Trapezoid-shaped roughly 18' x 12', narrowing to 8' x 12'
Both dressing rooms contain one sink, one toilet, mirrors, and well lit make-up tables-seats 6
Proper heating is maintained
Stage right dressing room also contains stage manger’s desk and audio equipment racks with a
curtain partition separating the areas

**Backstage hallway:**
Dimensions are 57' long by 7 feet wide. This is also the backstage crossover and Green Room.

**Wardrobe:**
1 Washer and 1 Dryer are available in an adjacent building.
A second set of washer and dryer may be available in adjacent building with pre-arrangement.
There is no designated wardrobe room and space in this venue is very confined backstage.

**Theater Access**
Equipment to Spaulding via loading dock that leads to a freight elevator.
Auditorium is 1 floor up. Personnel access via side door and stairs to backstage.

<table>
<thead>
<tr>
<th>Loading Door:</th>
<th>5'-7&quot;W x 7'H</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freight Elevator:</td>
<td>7'6&quot;H (**6'-9&quot; opening) x 6'W x 10'-2&quot;D, 8000 lb max</td>
</tr>
<tr>
<td>Truck Access:</td>
<td>Dock depth to sidewalk is 38'</td>
</tr>
<tr>
<td></td>
<td>2 trucks can fit side by side</td>
</tr>
<tr>
<td></td>
<td>This is also the location to park tour buses.</td>
</tr>
<tr>
<td>Trailer Storage:</td>
<td>At Thompson Ice Arena parking lot across campus (10 min walk)</td>
</tr>
<tr>
<td>Loading Dock:</td>
<td>Dock is 3' above street level.</td>
</tr>
<tr>
<td></td>
<td>Venue has one dock plate and one ramp (7' long)</td>
</tr>
</tbody>
</table>

*Venue does NOT have a pallet jack or forklift*

**Storage Space:**
Limited space available down one floor on the Loading Dock.

**Labor:**
Four full time IATSE Production staff supplemented by IATSE local #919 temporary stagehands and
trained work-study students.
Stage Information

Description:
Spaulding Auditorium is a concert hall with an elevated stage 2'-0” above audience level. The stage is in a trapezoid formation, walled with teak to create a permanent acoustical shell. The upstage wall of teak panels can be opened to expose a red velour curtain or movie screen behind the curtain. The ceiling consists of permanent acoustical panels angled to “push” sound out into the house. The walls in the house are of brick and plaster. Access to the stage from SL and SR are via 1 standard sized single door and 1 standard sized double door SL and 2 standard sized doors SR, directly out of the dressing rooms either side.

Stage Dimensions and Distances:
- Width (upstage): 40’
- Width (downstage): 56’ (at widest point of trapezoid)
- Depth (at center): 25’ (with temporary forestage installed add 7’)
- Height (upstage): 21’-1” (to angled acoustic panels)
- Height (downstage): 26’-8” (to angled acoustic panels)
- Distance from Projection Booth to DS edge of Stage: 68’
- Distance from Projection Booth to Screen: 94’

Stage Floor:
Black marine linoleum over plywood, suspended on structural steel - appropriate for bare feet.
NO screws, bolts, or attachments permitted to stage floor.

Masking:
- 4 portable 8’ x 8’ black dvutyne book flats available to create wings
- 4 portable 8’ x 8’ teak colored (to match stage walls) book flats available to create wings
- No suspended masking available in this venue due to ceiling structure and load limits.

Upstage back wall options:
- Teak acoustical panels
- Red Velour Curtain with fullness
- White Movie Screen 29’6” wide x 15’6” high

Due to structural limitations, there is NO RIGGING available in Spaulding Auditorium.
**Electrics/Lighting System**

**Dimmers:**
- 138 ETC Sensor dimmers (2.4kw), dimmer per circuit, all pre-assigned to rep plot fixtures

**Lighting Console:**
- 1 ETC Ion with a 2x20 fader wing
  - Location: front of house; in projection booth
- ETC Net3 DMX Nodes available backstage and in catwalks

**Company Switches:**
- *We require a facility electrician to tie into these power sources.*
- Location: Off Stage Right (within 50' of center stage)
- Services: 1 - 200A/3 phase panel - isolated for sound
  - 1 - 400A/3 phase panel - for lighting

**Shore Power/Tour Bus Services on Loading Dock:**
- 2 - 50A AC receptacles plus a potable water spigot.

**House Lights:**
- House lights are fully dimmable and are controlled either backstage right via a Unison control station or from the light booth via DMX through the lighting console.

**Lighting Positions and Inventory:**
- Lights are hung in a semi-permanent rep hang due to the ceiling structure of acoustical panels. Specials may be repurposed. All focusing is done from above via a catwalk system.

- Lighting Rep hang instrumentation consists of:
  - (24) ETC Source Four Pars
  - (89) ETC Source Four ERS fixture body
    - (17) 19 degree lens
    - (46) 26 degree lens
    - (26) 36 degree lens
  - (3) Martin Mac 550
  - (2) Lycian Midget HP followspots

[PDF of Spaulding light plot is available here.]
**Projection / Video**

**Screen**
- Permanently installed Movie Screen (32'x16')
  - Masked Proj Surface: 29'-6' wide x 15'-6" high
  - Bottom masking: 1'-8" up from ground
- Distance: Booth to screen - 94'
- Motorized side masking curtain
- No top/bottom masking for scope projection

**Digital Cinema Projector**
- Model: Barco DP2k-23B
- Brightness: 24500 lumen, 4000w Xenon lamp
- Resolution: 2k (2048x1080)
- Lens: Motorized Zoom 2.80-5.50:1
- Inputs: 2x DVI-D, 1x HDMI
- Cinema Playback: Dolby DoReMi DCP-2K
- Cinema Audio: 5.1 via Dolby DMA8, CP650

**Switcher/Scaler**
- Analog Way Pulse 300
  - Inputs: 4x VGA Multiformat Analog, 2x DVI-I Multiformat Analog/Digital, 2x SD/HD-SDI
  - Program Outputs: 1x VGA, 1X DVI-I (both outputs at same resolution)
  - Preview Outputs: 1x VGA, 1x DVI-I (both outputs at same resolution)
  - Input resolution: SDTV, EDTV, HDTV, Computer up to 2k
  - Output resolution: RGBHV, HDTV up to 1080p, Computer up to 2k
  - Features: Logo store, PIP, seamless transitions (fade, cut, wipe)
  - Preview and Program monitors included

**Video Playback:**
- 1 BluRay player - Oppo
- 1 BluRay player - Samsung
- 1 iMac with Q-Lab, VLC, Keynote, Powerpoint software**
- 1 Macbook with Q-Lab, VLC, Keynote, Powerpoint software **
- 1 PC laptop with VLC and Powerpoint software **
  - (**contact production manager in advance to confirm for computer availability)

**35mm Film Projectors**
- (2) Kinoton PK60D 35mm projectors- reel changeover, no platter system
  - **May only be used with prior approval of Hopkins Center Film Department
  - **Must be operated by a Hopkins Center Film Projectionist

**Video – Stage Monitoring**
- The stage is monitored by a remote-controlled video camera located in the catwalks near front of house, with a monitor and controller at the Stage Manager’s panel stage right. There are also 2 video monitors with audio in the backstage hallway and in the SL Dressing Room.
Sound System

Description:
Spaulding Auditorium features Meyer Sound Labs, Midas, Yamaha, Powersoft and OPA components which have been carefully designed to complement the hall's natural acoustics. It is both subtle and unobtrusive for minimal reinforcement, yet contains sufficient headroom for powerful full-scale audio production.

Mix position is app. 80 ft. from the stage edge at the back of the hall on the house left side. There is no balcony.

Front of House Console:
Midas Pro2 digital console

Recording Decks and Playback Devices:
1  Sony CDP-2700 CD player
1  Tascam CD recorder
1  Alesis CD recorder
1  RPM-TB48 - 48 channel AES50 I/O
2  Tascam TASSCDR200 SS-CDR200 Solid State and CD Digital Audio Recorder rack mounted for mobile recording. (Check with PM for availability)

With prior inquiry and approval, Spaulding events may be recorded from the console to CD or computer.

Legacy Outboard Rack/Signal Processing:
Effects and EQ are handled by the Midas Pro2, but the following legacy analog equipment is in stock
1  Klark Teknik DN-300 single channel 1/3 octave eq.
1  Klark Teknik DN-360 dual channel 1/3 octave eq.
2  DBX-160A compressors
4  DBX dual channel 266 compressor/limiter w/gate
1  DBX F900A rack with 9 DBX model 903 comp/limiters or 9 DBX model 904 noise gates
1  Lexicon PCM-70 digital effects processor
1  TC Electronics D-TWO delay

Amplifiers/Processing:
Meyer Galileo 616 processor for Meyer M’elodie Line Array and front fill system

Speakers - Mains:
2  Meyer M’elodie Line Arrays flown SL and SR consisting of 7 powered speakers each
2  Meyer 600HP subs for floor use
5  Meyer UPM-1P self-powered front fill speakers on lip of stage, portable

Line & Connectors:  (Ample mic and speaker cables are available.)
2  Midas DL251 Digital Snakes
1  24x4 Mobile 125° Mult/fanout
5  9-pair sub snakes in various lengths
1  32 ch analog splitter
Monitor System:
Console:
  Midas Pro2-C digital monitor console

Amplifiers:
  2   Powersoft M50Q 4-channel amplifiers

Monitor Speakers:
  4   OPA 15” ACTIVE powered speakers
  8   OPA 15” NPM passive wedges

Additional Speakers/Amps:
  6   EAW KF300 full range speakers
  2   EAW SB250 subwoofers
  1   EAW MX300 processor; Tri-amped with:
       1   Crest 4801
       1   Crest 7001
       1   Crest 8001

Additional Mixing Consoles:
  Yamaha LS9-16
  Mackie 1202
  Mackie 24.8

Microphone Inventory:
  2   ADK   3 Zigma   CHI-LOL-47’s with coupled transformers (HA-FX)
  2   ADK                  3 Zigma                        CHI-LOL-SD-C’s with coupled transformers
  2   AKG   C-414ULS   Condenser
  2   AKG   C-568EB   Condenser “shotgun”
  4*  AKG   CHM 21   Cardioid (*+9 from Theater Dept)
  6   AKG   C-460B   Condenser
  6   AKG   CK-61   Cardioid capsule
  2   AKG   VR-62   40” angled extension tube
  2   AKG   CK-62   Omni capsule
  1   AKG                D 112       Dynamic Cardioid
  3   Audix  ADX60   Boundary Condenser
  2   Audix  ADX51   Condenser
  2   Audix   D2   Dynamic
  2   Audix   D4   Dynamic
  2   Audix   D6   Dynamic
  1   Audix   i5   Dynamic
  1   Audio-technica Pro 35   Cardiod Condenser
  1   BBE   4000   Planar Wave transducer
  4   Beyer   M-88   Dynamic Hypercardioid
  2*  Countryman E-6   Omni Iso Max headset mic (*+20 from Theater Dept)
  4   Crown   PCC-160   Boundary mic
  4   Crown   PZM-30   Pressure zone mic
  2   Crown   SASS-P   Stereo PZM mic
  3   DPA   4061MK   Pre-polarized Omni Miniature Condenser
  1   DPA   4099B   Microphone for Bass with XLR Adapter
  1   DPA   4099C   Microphone for Cello with XLR Adapter
  1   EV   ND-757   Dynamic Supercardioid
  3   EV   RE-20   Dynamic
<table>
<thead>
<tr>
<th>Quantity</th>
<th>Brand</th>
<th>Model</th>
<th>Type</th>
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<tbody>
<tr>
<td>4</td>
<td>Neumann</td>
<td>KM184</td>
<td>Condenser</td>
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<tr>
<td>2</td>
<td>RCA</td>
<td>77-DX</td>
<td>Classic ribbon</td>
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<tr>
<td>8</td>
<td>Sennheiser</td>
<td>MD-421</td>
<td>Dynamic Cardioid</td>
</tr>
<tr>
<td>3*</td>
<td>Sennheiser</td>
<td>MKE-2 Gold Dot</td>
<td>Omni lavaliere - BEIGE (* +28 from Theater Dept)</td>
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<tr>
<td>3*</td>
<td>Sennheiser</td>
<td>MKE-2 Gold Dot</td>
<td>Omni lavaliere - BLACK (* +3 from Theater Dept)</td>
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<tr>
<td>2</td>
<td>Sennheiser</td>
<td>e609</td>
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<td>1</td>
<td>Schatten</td>
<td>P2</td>
<td>Piano pickup w/DI preamp</td>
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<td>5</td>
<td>Shure</td>
<td>Beta 58</td>
<td>Dynamic Supercardioid</td>
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<tr>
<td>9</td>
<td>Shure</td>
<td>SM 58</td>
<td>Dynamic</td>
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<tr>
<td>4</td>
<td>Shure</td>
<td>Beta 57</td>
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<td>6</td>
<td>Shure</td>
<td>SM 57</td>
<td>Dynamic Cardioid</td>
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<tr>
<td>6</td>
<td>Shure</td>
<td>SM 81</td>
<td>Cardioid Condenser</td>
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<td>Beta 87A</td>
<td>Supercardioid Condenser</td>
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<td>4</td>
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<td>SM 91A</td>
<td>Condenser floor mic</td>
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<td>Supercardioid Condenser</td>
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<td>5</td>
<td>Shure</td>
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<td>Mini cardioid condenser</td>
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<td>Shure</td>
<td>KSM 44</td>
<td>Condenser</td>
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<td>3</td>
<td>Shure</td>
<td>UR4D</td>
<td>Dual channel wireless receivers</td>
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<tr>
<td>6</td>
<td>Shure</td>
<td>UR1</td>
<td>Wireless body packs</td>
</tr>
<tr>
<td>6</td>
<td>Shure</td>
<td>UR2</td>
<td>Wireless handheld</td>
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<tr>
<td>6</td>
<td>Shure</td>
<td><strong>Beta 87A</strong></td>
<td>**Capsule for wireless HH</td>
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<tr>
<td>2</td>
<td>Shure</td>
<td><strong>KSM9</strong></td>
<td>**Capsule for wireless HH</td>
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<tr>
<td>1</td>
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<td>565SD</td>
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**DI’s**

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<th>Brand</th>
<th>Model</th>
<th>Description</th>
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<tbody>
<tr>
<td>8</td>
<td>Countryman</td>
<td>Type 85</td>
<td>Active direct box</td>
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<tr>
<td>4</td>
<td>Proco</td>
<td>IT-1</td>
<td>Isolation transformers</td>
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<tr>
<td>1</td>
<td>Radial</td>
<td>AV-2</td>
<td>Stereo DI</td>
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<td>4</td>
<td>Whirlwind</td>
<td>Director</td>
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<td>Whirlwind</td>
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<tr>
<td>1</td>
<td>Blackdog</td>
<td>USB-DI</td>
<td>Stereo DI (USB)</td>
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**Moore Theater Mic Inventory (available via special arrangement):**

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<th>Model</th>
<th>Description</th>
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<tbody>
<tr>
<td>20</td>
<td>Countryman</td>
<td>E6</td>
<td>Omni iso headset</td>
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<td>28</td>
<td>Sennheiser</td>
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<tr>
<td>3</td>
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<td>MKE2 Gold Dot</td>
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<tr>
<td>2</td>
<td>Sennheiser</td>
<td>MKE Red Dot</td>
<td>Omni lavaliere - BLACK</td>
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<td>3</td>
<td>Shure</td>
<td>ULXD4Q</td>
<td>Quad channel wireless receivers H50 band</td>
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<tr>
<td>12</td>
<td>Shure</td>
<td>ULXD1</td>
<td>Wireless body packs (TA4F connector)</td>
</tr>
<tr>
<td>12</td>
<td>Shure</td>
<td>ULXD2/Beta 87A</td>
<td>Wireless handheld</td>
</tr>
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**In-Ear Monitor System:**

**WIRELESS**

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<th>Description</th>
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<tbody>
<tr>
<td>2</td>
<td>Shure</td>
<td>PSM900</td>
<td>Wireless Transmitter/Beltpack</td>
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**WIRED**

<table>
<thead>
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<tr>
<td>8</td>
<td>Shure</td>
<td>P9HW</td>
<td>Cabled beltpack</td>
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</table>

**ACCESSORIES**

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<tr>
<td>8</td>
<td>Shure</td>
<td>SE215</td>
<td>Earbuds</td>
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<tr>
<td>2</td>
<td>Shure</td>
<td>SE425</td>
<td>Earbuds</td>
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<tr>
<td>2</td>
<td>Sennheiser</td>
<td>HD280</td>
<td>Headphones</td>
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</tbody>
</table>
**Backline**
- Blackstar twin 12” speakers with the Jimi Hendricks to Eric Clapton switch
- Guitar Amp - Roland JC120
- Bass Amp - Ampeg SVT 4Pro 300
- Bass Cabinet - Hartke XL series 410 bass module
- Additional Amps
  - Roland KC - 100, 300, 350 and 550
  - Steinway B - 7' grand piano
  - Steinway Hamburg D - 9' grand Piano
- Yamaha Absolute Maple Drum Kit
  - (2x Bass, 5x Tom, 3x snare options) Check With PM for availability and specifics
- Zildijan Cymbals
  - (hi hat, splash 2x crash, 2x china, 3x ride)

**Headset System/Com**
- Type: Clear Com MS-702 4 input, 2 channel base station
- Clear Com Tempest 900 4-channel wireless Intercom w/ 3 beltpacks
- Base Station Location: At Stage Manager’s desk in SR Dressing Room

**Typical Cabled Headset Locations:**
- Backstage L/R at well doors into audience
- SL Dressing Room
- SR Dressing Room
- Light board (Booth)
- Sound Console (House)
- Spot 1 (Booth)
- Projection/Spot 2 (Booth)
- Organ Loft
- Equipment Closet (backstage center behind movie screen)
- Additional locations can be run as needed

God mic paging system from the Stage Manager’s base station can be heard in the 2 Dressing Rooms and in the backstage hallway.

**Backstage Monitor system**
- House Mic - ART Tube MP - House mic preamp
- Rolls RM424 - Four Zone Mixer
- (3) Rolls RA235 - 35W Stereo Amplifier
- (6) Bose 102 - Surface Mount Speaker (backstage monitors)
- (1) Yamaha MSP3 - Monitor Speaker (booth monitor)

**ADA Presentation Systems**
- Listen Technologies FM transmitters
  - Assistive Listening System – beltpacks w/ earphones and neckloops
  - Self-contained descriptive audio system w/narrator microphone
  - Visual Description System – supports DCP cinema content only
- Rearview Closed Caption System – supports DCP cinema content only
Stage and Seating Layout